

1 BOARD OF DIRECTORS
2 OF THE CALIFORNIA HOUSING FINANCE AGENCY
3

4 RESOLUTION NO. 18-22
5

6 RESOLUTION AUTHORIZING THE AGENCY OPERATING BUDGET
7 FOR FISCAL YEAR 2018/2019
8
9

10 WHEREAS, the Board of Directors of the California Housing Finance Agency
11 has reviewed its proposed operating budget for the 2018/2019 fiscal year;
12

13 NOW, THEREFORE, BE IT RESOLVED as follows:
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15 1. The operating budget attached hereto is hereby approved for operations
16 of the California Housing Finance Agency Fund for fiscal year 2018/2019.
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19 Attachment
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1 SECRETARY'S CERTIFICATE

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3 I, Marc J. Victor, the undersigned, do hereby certify that I am the duly authorized
4 Acting Secretary of the Board of Directors of the California Housing Finance Agency,
5 and hereby further certify that the foregoing is a full, true, and correct copy of Resolution
6 No. 18-22 duly adopted at a regular meeting of the Board of Directors of the California
7 Housing Finance Agency duly called and held on the 10th day of May, 2018, at which
8 meeting all said directors had due notice, a quorum was present and that at said meeting
9 said resolution was adopted by the following vote:

10
11 AYES: Avila Farias, Schaefer (for Chiang), Gallagher, Johnson-Hall, Metcalf,
12 Hoffman (for Podesta), Prince.


13 NOES: None.

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15 ABSTENTIONS: None.

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17 ABSENT: Alex, Gunning, Hunter, Imbasciani, Russell, Sotelo.

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19 IN WITNESS WHEREOF, I have executed this certificate hereto this 11th day of
20 May, 2018.

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23 ATTEST:



24 MARC J. VICTOR

25 Acting Secretary of the Board of Directors
26 of the California Housing Finance Agency
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CALIFORNIA HOUSING FINANCE AGENCY
2018-19
CONSOLIDATED CALHFA AND MIS FUNDS OPERATING BUDGET
(IN THOUSANDS)

	Adopted Budget	Actual	Adopted Budget	Projected Actual	Proposed Budget
<u>EXPENDITURE ITEM</u>	<u>2016-17</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2017-18</u>	<u>2018-19</u>
PERSONAL SERVICES					
Salaries and Wages	\$20,874	\$20,874	\$21,319	\$21,319	\$20,432
Benefits	9,627	8,796	9,580	9,173	9,922
Estimated Savings (Vacancies)	(818)	(2,166)	(1,767)	(3,242)	(1,712)
Anticipated Salaries and Wages and Benefits	<u>29,683</u>	<u>27,504</u>	<u>29,132</u>	<u>27,250</u>	<u>28,642</u>
Temporary Help	430	499	223	370	184
Overtime	96	38	67	40	46
Reimbursements	(599)	(652)	(512)	(512)	(523)
TOTALS, Personal Services	<u>\$29,610</u>	<u>\$27,388</u>	<u>\$28,910</u>	<u>\$27,148</u>	<u>\$28,349</u>
OPERATING EXPENSES AND EQUIPMENT					
General Expense	694	697	827	715	722
Communications	414	339	440	415	417
Travel	480	388	553	515	597
Training	175	106	203	175	209
Facilities Operation	2,825	2,703	2,919	2,919	2,974
Consulting & Professional Services*	3,861	2,448	3,460	2,750	3,008
Central Admin. Serv.**	2,624	2,598	2,253	2,254	2,317
Information Technology	854	753	813	675	953
Equipment	130	110	130	120	130
TOTALS, Operating Expenses and Equipment	<u>\$12,057</u>	<u>\$10,140</u>	<u>\$11,599</u>	<u>\$10,538</u>	<u>\$11,327</u>
TOTALS, EXPENDITURES	<u>\$41,667</u>	<u>\$37,528</u>	<u>\$40,509</u>	<u>\$37,686</u>	<u>\$39,676</u>

*Historical Strategic Project Contracts moved to and included in Consulting & Professional Services

**Represents CalHFA's allocated share of the State's central administrative costs.

CALIFORNIA HOUSING FINANCE AGENCY
2018-19
CALHFA FUND OPERATING BUDGET
(IN THOUSANDS)

	Adopted Budget	Actual	Adopted Budget	Projected Actual	Proposed Budget
<u>EXPENDITURE ITEM</u>	<u>2016-17</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2017-18</u>	<u>2018-19</u>
PERSONAL SERVICES					
Salaries and Wages	\$20,874	\$20,874	\$21,319	\$21,319	\$20,432
Benefits	9,627	8,796	9,580	9,173	9,922
Estimated Savings (Vacancies)	(818)	(2,166)	(1,767)	(3,242)	(1,712)
Anticipated Salaries and Wages and Benefits	<u>29,683</u>	<u>27,504</u>	<u>29,132</u>	<u>27,250</u>	<u>28,642</u>
Temporary Help	430	499	223	370	184
Students/Retired Annuitants	250	200	161	190	154
Contract	180	299	62	180	30
Overtime	96	38	67	40	46
Reimbursements	(599)	(652)	(512)	(512)	(523)
KYHC (Outside Funding)	(\$599)	(\$491)	(\$512)	(\$512)	(\$523)
HCD	\$0	(\$89)	\$0	\$0	\$0
Caltrans	\$0	(\$72)	\$0	\$0	\$0
TOTALS, Personal Services	<u>\$29,610</u>	<u>\$27,388</u>	<u>\$28,910</u>	<u>\$27,148</u>	<u>\$28,349</u>
OPERATING EXPENSES AND EQUIPMENT					
General Expense	586	589	711	599	722
Communications	414	339	440	415	417
Travel	480	388	553	515	597
Training	175	106	203	175	209
Facilities Operation	2,825	2,703	2,919	2,919	2,974
Consulting & Professional Services*	3,835	2,417	3,435	2,725	3,008
Central Admin. Serv.**	2,616	2,590	2,242	2,246	2,317
Information Technology	854	753	813	675	953
Equipment	130	110	130	120	130
TOTALS, Operating Expenses and Equipment	<u>\$11,915</u>	<u>\$9,993</u>	<u>\$11,447</u>	<u>\$10,389</u>	<u>\$11,327</u>
TOTALS, EXPENDITURES	<u>\$41,525</u>	<u>\$37,381</u>	<u>\$40,357</u>	<u>\$37,537</u>	<u>\$39,676</u>

*Historical Strategic Project Contracts moved to and included in Consulting & Professional Services

**Represents CalHFA's allocated share of the State's central administrative costs.

CALIFORNIA HOUSING FINANCE AGENCY
2018-19
MIS FUND OPERATING BUDGET
(IN THOUSANDS)

	Adopted Budget	Actual	Adopted Budget	Projected Actual	Proposed Budget
<u>EXPENDITURE ITEM</u>	<u>2016-17</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2017-18</u>	<u>2018-19</u>
PERSONAL SERVICES					
Salaries and Wages	\$0	\$0	\$0	\$0	\$0
Benefits	0	0	0	0	0
Estimated Savings (Vacancies)	0	0	0	0	0
Anticipated Salaries and Wages and Benefits	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Temporary Help	0	0	0	0	0
Students/Retired Annuitants	0	0	0	0	0
Contract	0	0	0	0	0
Overtime	0	0	0	0	0
Reimbursements	0	0	0	0	0
TOTALS, Personal Services	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
OPERATING EXPENSES AND EQUIPMENT					
General Expense	108	108	116	116	0
Communications	0	0	0	0	0
Travel	0	0	0	0	0
Training	0	0	0	0	0
Facilities Operation	0	0	0	0	0
Consulting & Professional Services*	26	31	25	25	0
Central Admin. Serv.**	8	8	11	8	0
Information Technology	0	0	0	0	0
Equipment	0	0	0	0	0
TOTALS, Operating Expenses and Equipment	<u>\$142</u>	<u>\$147</u>	<u>\$152</u>	<u>\$149</u>	<u>\$0</u>
TOTALS, EXPENDITURES	<u><u>\$142</u></u>	<u><u>\$147</u></u>	<u><u>\$152</u></u>	<u><u>\$149</u></u>	<u><u>\$0</u></u>

*Historical Strategic Project Contracts moved to and included in Consulting & Professional Services

**Represents CalHFA's allocated share of the State's central administrative costs.

May 10, 2018

CALIFORNIA HOUSING FINANCE AGENCY
2018-19

SUMMARY
PERSONNEL YEARS AND DIVISION BUDGETS

DIVISION	PERSONNEL YEARS			DIVISION BUDGET AMOUNTS		
	Actual 2016-17	Adopted Budget 2017-18	Proposed Budget 2018-19	Actual 2016-17	Adopted Budget 2017-18	Proposed Budget 2018-19
BOARD MEMBERS	0.0	0.0	0.0	\$27,576	\$87,450	\$76,150
EXECUTIVE OFFICE	7.0	10.0	9.0	\$1,334,616	\$2,321,252	\$2,219,638
ERM & C	0.0	0.0	13.0	\$0	\$0	\$2,211,655
ADMINISTRATION	17.8	26.0	23.0	\$1,857,028	\$2,743,257	\$3,245,626
FINANCING	9.3	9.0	6.0	\$1,483,642	\$1,483,705	\$1,175,802
MIS	0.0	0.0	0.0	\$147,200	\$152,140	\$0
FISCAL SERVICES	39.4	42.0	35.0	\$4,768,999	\$4,932,757	\$5,279,284
GENERAL COUNSEL	13.8	16.0	13.0	\$2,950,434	\$3,412,879	\$2,951,206
MARKETING	6.5	7.0	7.0	\$1,378,886	\$1,668,751	\$1,809,914
I.T.	18.3	21.0	20.0	\$3,475,263	\$4,085,003	\$4,859,544
SINGLE FAMILY LENDING	42.7	59.0	51.0	\$5,498,783	\$6,940,787	\$7,198,547
LOAN SERVICING	23.0	0.0	0.0	\$2,992,629	\$0	\$0 **
MULTIFAMILY	24.0	32.0	25.0	\$3,172,495	\$3,870,382	\$3,702,802
ASSET MANAGEMENT	25.2	29.0	29.0	\$3,269,040	\$3,485,321	\$4,510,967
INDIRECT COST POOL/TEMPS	8.3	3.9	3.2	\$5,823,228	\$5,836,915	\$958,351
REIMBURSEMENTS	-	-	-	(\$651,863)	(\$511,816)	(\$523,319)
TOTAL PYS AND BUDGET AMOUNTS	235.3	254.9	234.2	\$37,527,955	\$40,508,783	\$39,676,168

** Loan Servicing is now consolidated in Single Family Lending

May 10, 2018

CALIFORNIA HOUSING FINANCE AGENCY
2018-19

SUMMARY
PERSONNEL YEARS AND SALARIES

DIVISION	PERSONNEL YEARS			SALARIES		
	Actual 2016-17	Adopted Budget 2017-18	Proposed Budget 2018-19	Actual 2016-17	Adopted Budget 2017-18	Proposed Budget 2018-19
BOARD MEMBERS	0.0	0.0	0.0	\$5,600	\$5,000	\$5,000
EXECUTIVE OFFICE	7.0	10.0	9.0	\$822,988	\$1,302,137	\$1,099,233
ERM & C	0.0	0.0	13.0	\$0	\$0	\$1,312,063
ADMINISTRATION	17.8	26.0	23.0	\$1,083,451	\$1,711,351	\$1,566,385
FINANCING	9.3	9.0	6.0	\$968,193	\$1,031,216	\$666,844
MIS	0.0	0.0	0.0	\$0	\$0	\$0
FISCAL SERVICES	39.4	42.0	35.0	\$2,805,252	\$3,061,011	\$2,713,021
GENERAL COUNSEL	13.8	16.0	13.0	\$1,678,821	\$1,832,631	\$1,542,383
MARKETING	6.5	7.0	7.0	\$499,445	\$570,018	\$584,525
I.T.	18.3	21.0	20.0	\$1,615,491	\$1,896,624	\$1,957,851
SINGLE FAMILY LENDING	42.7	59.0	51.0	\$3,537,653	\$4,660,609	\$4,208,164
LOAN SERVICING	23.0	0.0	0.0	\$1,429,306	\$0	\$0 **
MULTIFAMILY	24.0	32.0	25.0	\$2,032,662	\$2,843,798	\$2,273,628
ASSET MANAGEMENT	25.2	29.0	29.0	\$2,000,155	\$2,404,413	\$2,503,255
TOTAL SALARIES	227.0	251.0	231.0	\$18,479,017	\$21,318,808	\$20,432,352
Temporary Help	8.3	3.9	3.2	\$498,619	\$223,000	\$184,000
Overtime	0.0	0.0	0.0	\$37,623	\$67,000	\$46,000
Salary Savings	0.0	0.0	0.0	\$0	(\$1,767,169)	(\$1,711,979)
NET SALARIES	235.3	254.9	234.2	\$19,015,259	\$19,841,639	\$18,950,374

** Loan Servicing is now consolidated in Single Family Lending

2245 CALIFORNIA HOUSING FINANCE AGENCY

ORGANIZATIONAL UNIT Classification	EXPENDITURES					
	Filled 2016-17	Authorized 2017-18	Proposed 2018-19	Actual 2016-17 (Salary Range)	Budgeted 2017-18	Proposed 2018-19*
OPERATIONS						
Executive Office						
Executive Office:						
Board Members	-	-	-	100/day	\$5,000	\$5,000
Executive Director	1.0	1.0	1.0	12,875-18,025	210,342	218,756
Chief Deputy Director	1.0	1.0	1.0	11,868-16,308	196,691	204,559
Director of Enterprise Risk Mgt & Compliance	-	1.0	-	11,802-14,592	172,286	-
Director of Business & Governmental Affairs	-	1.0	1.0	11,802-14,592	172,286	150,000
Information Officer II	-	1.0	1.0	5,720-7,108	87,855	91,369
Assoc Govtl Prog Analyst	-	-	1.0	4,600-5,758	-	74,734
Adm Asst II	1.0	1.0	1.0	4,600-5,758	71,860	74,734
Legislative Office:						
Director of Legislation	1.0	1.0	1.0	11,802-14,592	167,602	150,000
Staff Services Mgr II	1.0	1.0	-	6,647-7,551	93,330	-
Assoc Govtl Prog Analyst	1.0	1.0	1.0	4,600-5,758	71,860	74,734
Adm Asst I	1.0	1.0	1.0	3,824-5,010	58,025	60,346
Totals, Executive Office	7.0	10.0	9.0	\$828,588	\$1,307,137	\$1,104,233
Enterprise Risk Management & Compliance						
Director of Enterprise Risk Mgt & Compliance	-	-	1.0	11,802-14,592	-	179,177
Risk Manager	-	-	1.0	8,583-11,802	-	147,290
Credit Officer, C.E.A. A	-	-	1.0	6,647-9,555	-	122,824
Financing Ofcr	-	-	1.0	6,584-8,198	-	106,403
Housing Finance Ofcr	-	-	2.0	6,584-8,198	-	210,762
Staff Services Mgr II	-	-	1.0	6,647-7,551	-	97,063
Staff Services Mgr I	-	-	1.0	5,470-6,796	-	87,359
Housing Finance Spec	-	-	3.0	5,053-6,325	-	246,280
Research Analyst I	-	-	1.0	3,377-5,230	-	65,270
Staff Services Analyst	-	-	1.0	2,945-4,788	-	49,633
Totals, Enterprise Risk Management & Compliance	-	-	13.0	\$0	\$0	\$1,312,063
Administrative Division						
Director of Administration, C.E.A. A	-	1.0	1.0	6,913-9,937	114,667	119,254
Budgets:						
Staff Services Mgr II	1.0	1.0	1.0	6,647-7,551	92,230	95,919
Assoc Govtl Prog Analyst	1.1	2.0	2.0	4,600-5,758	143,720	149,469
Staff Services Analyst	1.0	1.0	-	2,945-4,788	47,724	-
Business Services:						
Staff Services Mgr I	1.0	1.0	1.0	5,470-6,796	83,999	87,359
Assoc Govtl Prog Analyst	2.0	3.0	3.0	4,600-5,758	215,580	224,203
Staff Services Analyst	1.0	-	-	2,945-4,788	-	-
Business Service Assistant-Spec	1.0	1.0	1.0	2,609-3,992	49,820	51,813
Mgt Services Techn	1.0	1.0	1.0	2,609-3,690	46,051	47,893
Central Scan Facility:						
Info Systems Techn	1.0	1.0	-	2,593-4,024	40,922	-
Office Asst-Typing	-	3.0	4.0	2,241-3,043	108,462	151,907
Human Resources:						
Staff Services Mgr II	1.0	1.0	1.0	6,647-7,551	93,330	97,063
Staff Services Mgr I	1.3	2.0	1.0	5,470-6,796	167,416	87,056
Assoc Govtl Prog Analyst	1.3	2.0	2.0	4,600-5,758	143,720	149,469
Assoc Pers Analyst	2.8	3.0	2.0	4,600-5,758	215,579	149,468

* Proposed salaries reflect anticipated general salary increases for bargaining units based on approved bargaining unit contracts

2245 CALIFORNIA HOUSING FINANCE AGENCY

ORGANIZATIONAL UNIT Classification	EXPENDITURES					
	Filled 2016-17	Authorized 2017-18	Proposed 2018-19	Actual 2016-17 (Salary Range)	Budgeted 2017-18	Proposed 2018-19*
Office Techn-Typing	0.3	-	-	2,809-3,515	-	-
Pers Spec	1.0	1.0	1.0	2,720-4,380	56,029	59,727
Mgt Services Techn	-	2.0	2.0	2,609-3,690	92,102	95,786
Totals, Administrative Division	17.8	26.0	23.0	\$1,083,451	\$1,711,351	\$1,566,385
Financing Division						
Director	1.0	1.0	1.0	11,870-16,308	201,567	182,008
Risk Manager	-	1.0	-	8,583-11,802	141,625	-
Acctg Administrator III	1.0	1.0	1.0	7,301-8,289	102,452	106,550
Financing Ofcr	4.8	4.0	3.0	6,584-8,198	405,309	316,141
Housing Finance Ofcr	1.0	1.0	-	6,584-8,198	101,327	-
Financing Spec	1.0	1.0	-	5,053-6,325	78,936	-
Financing Assoc	0.5	-	-	4,600-5,758	-	-
Staff Services Analyst	-	-	1.0	2,945-4,788	-	62,144
Totals, Financing Division	9.3	9.0	6.0	\$968,193	\$1,031,216	\$666,844
Fiscal Services Division						
Fiscal Services						
Comptroller, C.E.A. B	1.0	1.0	1.0	9,255-11,024	130,208	135,416
Deputy Comptroller, C.E.A. A	0.6	1.0	1.0	6,647-9,555	101,683	105,750
Financial Reporting & Bond Administration:						
Acctg Administrator II	2.0	1.0	1.0	6,005-7,462	92,230	95,919
Acctg Administrator I-Spec	4.5	5.0	4.0	5,053-6,325	394,680	328,374
Assoc Acctg Analyst	1.0	2.0	2.0	4,829-6,048	150,958	156,996
Sr Acctg Officer-Spec	3.0	2.0	1.0	4,600-5,758	143,720	74,734
Fiscal Systems:						
Sr Adm Analyst-Acctg Sys	1.0	1.0	1.0	6,005-7,462	92,230	95,919
Assoc Adm Analyst-Acctg Sys	1.0	1.0	1.0	4,829-6,048	75,479	78,498
Single Family:						
Acctg Administrator II	0.4	1.0	1.0	6,005-7,462	92,230	95,919
Acctg Administrator I-Spec	1.0	1.0	-	5,053-6,325	78,936	0
Sr Acctg Officer-Spec	2.2	3.0	3.0	4,600-5,758	215,580	224,203
Acctg Officer-Spec	6.8	6.0	5.0	4,016-5,029	376,572	326,362
Accountant Trainee	0.7	1.0	1.0	3,388-4,040	50,419	52,436
Accountant I-Spec	1.3	1.0	-	3,000-3,757	46,887	0
Office Techn-Typing	-	1.0	-	2,809-3,515	43,867	0
Multifamily:						
Acctg Administrator II	0.1	1.0	1.0	6,005-7,462	92,230	95,919
Acctg Administrator I-Supvr	1.0	1.0	1.0	5,470-6,796	83,999	87,359
Acctg Administrator I-Spec	2.0	2.0	1.0	5,053-6,325	157,872	82,093
Assoc Acctg Analyst	-	1.0	1.0	4,829-6,048	75,479	78,498
Sr Acctg Officer-Spec	2.0	1.0	2.0	4,600-5,758	71,860	149,469
Acctg Officer-Spec	3.6	3.0	2.0	4,016-5,029	188,286	130,545
Operating:						
Acctg Administrator I-Supvr	1.0	1.0	1.0	5,470-6,796	83,999	87,359
Sr Acctg Officer-Spec	1.0	1.0	1.0	4,600-5,758	71,860	74,734
Acctg Officer-Spec	1.0	1.0	1.0	4,016-5,029	62,762	65,272
Accountant Trainee	0.2	-	-	3,388-4,040	-	0
Office Techn-Typing	-	1.0	2.0	2,809-3,515	43,867	91,243
Office Techn-Gen	1.0	1.0	-	2,758-3,455	43,118	0
Totals, Fiscal Services	39.4	42.0	35.0	\$2,805,252	\$3,061,011	\$2,713,021
General Counsel Division						
General Counsel	0.5	1.0	1.0	11,158-14,592	175,104	183,859

* Proposed salaries reflect anticipated general salary increases for bargaining units based on approved bargaining unit contracts

2245 CALIFORNIA HOUSING FINANCE AGENCY

ORGANIZATIONAL UNIT Classification	EXPENDITURES					
	Filled 2016-17	Authorized 2017-18	Proposed 2018-19	Actual 2016-17 (Salary Range)	Budgeted 2017-18	Proposed 2018-19*
Asst Chief Counsel	2.4	3.0	2.0	11,274-13,188	498,506	348,954
Office Techn-Typing	-	1.0	-	2,809-3,515	43,867	-
Records Management:						
Staff Services Mgr I	0.5	-	-	5,470-6,796	-	-
Assoc Govtl Prog Analyst	0.5	-	-	4,600-5,758	-	-
Single Family:						
Attorney III	0.9	2.0	1.0	8,434-10,820	272,664	143,149
Attorney I	-	1.0	1.0	5,130-8,938	112,619	118,250
Housing Finance Spec	1.0	1.0	1.0	5,053-6,325	78,936	82,093
Multifamily/Asset Management:						
Attorney III	4.0	2.0	2.0	8,434-10,820	272,664	286,297
Attorney I	-	1.0	1.0	5,130-8,938	112,619	118,250
Housing Finance Spec	2.0	2.0	2.0	5,053-6,325	157,872	164,187
Legal Analyst	-	1.0	-	4,016-5,029	60,980	-
Legal Asst	1.0	-	-	3,540-4,432	-	-
Staff Services Analyst	1.0	1.0	2.0	2,945-4,788	46,800	97,344
Totals, General Counsel Division	13.8	16.0	13.0	\$1,678,821	\$1,832,631	\$1,542,383
Marketing Division						
C.E.A. A	0.8	1.0	1.0	6,647-9,555	118,100	122,824
Sr Info Systems Analyst-Supvr	0.2	-	-	6,299-8,280	-	-
Information Officer II	2.0	2.0	2.0	5,720-7,108	176,946	184,024
Information Technology Associate	1.0	1.0	2.0	3,728-6,604	79,248	164,836
Information Officer I	0.5	1.0	1.0	4,600-5,758	64,634	67,219
Graphic Designer III	1.0	1.0	-	4,565-5,716	71,336	-
Staff Services Analyst	1.0	1.0	-	2,945-4,788	59,754	-
Office Techn-Typing	-	-	1.0	2,809-3,515	-	45,622
Totals, Marketing Division	6.5	7.0	7.0	\$499,445	\$570,018	\$584,525
Information Technology Division						
Chief Information Officer	1.0	1.0	1.0	8,583-11,802	141,625	147,290
Application Systems Development & Support:						
Information Technology Supervisor II	-	-	1.0	6,426-8,611	-	107,465
Information Technology Specialist I	-	-	4.0	4,921-7,962	-	397,463
Information Technology Associate	-	-	3.0	3,728-6,604	-	247,254
Sr Programmer Analyst-Supvr	1.0	1.0	-	6,299-8,280	102,341	-
Sr Programmer Analyst-Spec	3.0	3.0	-	5,824-7,655	286,603	-
Staff Programmer Analyst-Spec	1.0	3.0	-	5,295-6,963	243,360	-
Assoc Programmer Analyst-Spec	1.9	1.0	-	4,829-6,350	66,444	-
Security Administration & Workstation Support:						
Information Technology Supervisor II	-	-	1.0	6,426-8,611	-	107,465
Information Technology Specialist I	-	-	1.0	4,921-7,962	-	99,366
Information Technology Associate	-	-	2.0	3,728-6,604	-	164,836
Data Processing Manager II	1.0	1.0	-	6,298-8,279	102,328	-
Staff Info Systems Analyst-Spec	1.0	1.0	-	5,295-6,963	86,898	-
Assoc Info Systems Analyst-Spec	1.0	3.0	-	4,829-6,350	224,097	-
Asst Info Systems Analyst	1.0	-	-	3,247-5,280	-	-
Technical Support Services						
Information Technology Supervisor II	-	-	1.0	6,426-8,611	-	107,465
Information Technology Specialist I	-	-	5.0	4,921-7,962	-	496,829
Information Technology Associate	-	-	1.0	3,728-6,604	-	82,418
Systems Software Spec III-Supvr	1.0	1.0	-	6,909-9,082	112,254	-
Systems Software Spec II-Tech	1.5	2.0	-	5,814-7,642	190,744	-

* Proposed salaries reflect anticipated general salary increases for bargaining units based on approved bargaining unit contracts

2245 CALIFORNIA HOUSING FINANCE AGENCY

ORGANIZATIONAL UNIT		EXPENDITURES				
Classification	Filled 2016-17	Authorized 2017-18	Proposed 2018-19	Actual 2016-17 (Salary Range)	Budgeted 2017-18	Proposed 2018-19*
Staff Info Systems Analyst-Spec	2.9	2.0	-	5,295-6,963	173,796	-
Systems Software Spec I-Tech	-	1.0	-	5,294-6,962	86,886	-
Assoc Info Systems Analyst-Spec	1.0	1.0	-	4,829-6,350	79,248	-
Totals, CalHFA Information Technology Division	18.3	21.0	20.0	\$1,615,491	\$1,896,624	\$1,957,851
Temporary Help	3.3	2.5	2.1	198,162	140,000	118,000
Overtime	-	-	-	13,470	20,000	20,000
Totals, CalHFA Operations	115.4	133.5	128.1	\$9,690,873	\$11,569,988	\$11,585,305
PROGRAMS						
Single Family						
Director of Homeownership	0.2	1.0	1.0	10,643-16,308	161,706	211,661
Compliance and Loan Administration						
Housing Finance Chief	-	1.0	1.0	8,026-9,114	112,649	117,155
Housing Finance Ofcr	-	2.0	1.0	6,584-8,198	202,655	105,381
Housing Finance Spec	-	7.0	3.0	5,053-6,325	555,048	247,393
Housing Finance Assoc	-	3.0	4.0	4,600-5,758	215,580	298,938
Housing Finance Trainee	-	2.0	2.0	2,945-3,992	99,640	103,626
Mgt Services Techn	-	1.0	1.0	2,609-3,690	47,299	49,191
Loan Production						
Housing Finance Chief	-	1.0	1.0	8,026-9,114	112,649	117,155
Housing Finance Ofcr	-	3.0	3.0	6,584-8,198	303,982	316,141
Staff Services Mgr I	-	1.0	1.0	5,470-6,796	83,999	87,359
Housing Finance Spec	-	5.0	5.0	5,053-6,325	395,928	411,765
Housing Finance Assoc	-	14.0	12.0	4,600-5,758	1,006,038	896,811
Office Techn-Typing	-	1.0	1.0	2,809-3,515	43,867	45,622
Mgt Services Techn	-	1.0	1.0	2,609-3,690	46,051	47,893
Secondary Marketing and Systems Support						
Housing Finance Chief	-	1.0	1.0	8,026-9,114	112,649	117,155
Housing Finance Ofcr	-	2.0	1.0	6,584-8,198	202,655	105,381
Housing Finance Spec	-	7.0	8.0	5,053-6,325	555,048	659,715
Housing Finance Assoc	-	5.0	3.0	4,600-5,758	359,299	224,202
Office Techn-Typing	-	1.0	1.0	2,809-3,515	43,867	45,622
Lender Services and Leads Unit:						
Housing Finance Ofcr	2.0	-	-	6,584-8,198	-	-
Housing Finance Spec	2.0	-	-	5,053-6,325	-	-
Housing Finance Assoc	2.0	-	-	4,600-5,758	-	-
Secondary Marketing:						
Housing Finance Ofcr	1.0	-	-	6,584-8,198	-	-
Housing Finance Spec	2.0	-	-	5,053-6,325	-	-
Housing Finance Assoc	0.2	-	-	4,600-5,758	-	-
Specialized Services Section:						
Housing Finance Chief	0.8	-	-	8,026-9,114	-	-
Housing Finance Ofcr	1.5	-	-	6,584-8,198	-	-
Housing Finance Spec	1.0	-	-	5,053-6,325	-	-
Housing Finance Trainee	1.0	-	-	2,945-3,992	-	-
Systems Support Unit:						
Housing Finance Spec	1.0	-	-	5,053-6,325	-	-
Housing Finance Assoc	2.0	-	-	4,600-5,758	-	-
Loan Production and Portfolio Management Section:						
Housing Finance Chief	1.0	-	-	8,026-9,114	-	-
Housing Finance Ofcr	2.0	-	-	6,584-8,198	-	-
Housing Finance Spec	10.0	-	-	5,053-6,325	-	-

* Proposed salaries reflect anticipated general salary increases for bargaining units based on approved bargaining unit contracts

2245 CALIFORNIA HOUSING FINANCE AGENCY

ORGANIZATIONAL UNIT Classification	EXPENDITURES					
	Filled 2016-17	Authorized 2017-18	Proposed 2018-19	Actual 2016-17 (Salary Range)	Budgeted 2017-18	Proposed 2018-19*
Housing Finance Assoc	11.0	-	-	4,600-5,758	-	-
Office Techn-Typing	1.0	-	-	2,809-3,515	-	-
Mgt Services Techn	1.0	-	-	2,713-3,838	-	-
Totals, Single Family	42.7	59.0	51.0	\$3,537,653	\$4,660,609	\$4,208,164
Servicing						
Housing Finance Chief	1.0	-	-	8,026-9,114	-	-
Customer Service:						
Housing Finance Spec	1.0	-	-	5,053-6,325	-	-
Housing Finance Assoc	1.0	-	-	4,600-5,758	-	-
Office Techn-Typing	2.0	-	-	2,809-3,515	-	-
Mgt Services Techn	3.0	-	-	2,609-3,690	-	-
Collections:						
Staff Services Mgr I	1.0	-	-	5,470-6,796	-	-
Housing Finance Trainee	1.0	-	-	2,945-3,992	-	-
Default Management:						
Housing Finance Ofcr	1.0	-	-	6,584-8,198	-	-
Housing Finance Spec	1.0	-	-	5,053-6,325	-	-
Housing Finance Assoc	6.0	-	-	4,600-5,758	-	-
Housing Finance Asst	1.0	-	-	3,824-4,788	-	-
Office Techn-Typing	2.0	-	-	2,809-3,515	-	-
Office Asst-Gen	1.0	-	-	2,168-2,983	-	-
System Administration:						
Housing Finance Spec	1.0	-	-	5,053-6,325	-	-
Totals, Servicing	23.0	-	-	\$1,429,306	\$0	\$0
Multifamily Programs						
Director of Multifamily Programs	1.0	1.0	1.0	12,017-18,025	172,286	179,177
Deputy Director of Multifamily Programs	-	1.0	1.0	9,255-11,024	125,324	130,337
Housing Finance Chief	0.3	1.0	-	8,026-9,114	112,649	-
Credit Officer, C.E.A. A	0.6	1.0	-	6,647-9,555	118,100	-
Housing Finance Ofcr	5.4	7.0	5.0	6,584-8,198	709,291	526,901
Staff Services Mgr I	1.0	1.0	-	5,470-6,796	83,999	-
Housing Finance Spec	5.0	6.0	6.0	5,053-6,325	473,616	492,561
Research Analyst II	-	1.0	-	4,829-6,048	75,479	-
Housing Finance Assoc	3.6	6.0	6.0	4,600-5,758	431,159	448,405
Housing Finance Asst	3.4	4.0	3.0	3,824-4,788	239,017	186,434
Research Analyst I	0.8	-	-	3,377-5,230	-	-
Office Techn-Typing	0.9	1.0	1.0	2,809-3,515	43,867	45,622
Construction Services:						
Sr Housing Constrn Insp	1.0	1.0	1.0	8,802-11,015	134,824	137,520
Housing Constrn Insp	1.0	1.0	1.0	8,105-10,146	124,187	126,671
Totals, Multifamily Programs	24.0	32.0	25.0	\$2,032,662	\$2,843,798	\$2,273,628
Asset Management						
Asset Management:						
Housing Finance Chief	1.9	2.0	2.0	8,026-9,114	225,298	234,310
Housing Maint Insp	4.0	4.0	4.0	7,482-9,360	436,429	445,158
Housing Finance Ofcr	3.5	5.0	4.0	6,584-8,198	491,866	409,249
Housing Finance Spec	10.4	11.0	12.0	5,053-6,325	868,296	985,121
Housing Finance Assoc	0.6	-	2.0	4,600-5,758	-	149,469
Housing Finance Asst	1.0	4.0	3.0	3,824-4,788	239,017	186,434
Housing Finance Trainee	1.0	2.0	-	2,945-3,992	99,640	-
Office Techn-Typing	0.8	1.0	1.0	2,809-3,515	43,867	45,622

* Proposed salaries reflect anticipated general salary increases for bargaining units based on approved bargaining unit contracts

2245 CALIFORNIA HOUSING FINANCE AGENCY

ORGANIZATIONAL UNIT Classification	EXPENDITURES					
	Filled 2016-17	Authorized 2017-18	Proposed 2018-19	Actual 2016-17 (Salary Range)	Budgeted 2017-18	Proposed 2018-19*
Office Techn-Gen	0.1	-	-	2,758-3,455	-	-
Mgt Services Techn	1.9	-	1.0	2,609-3,690	-	47,893
Totals, Asset Management	25.2	29.0	29.0	\$2,000,155	\$2,404,413	\$2,503,255
Temporary Help	5.0	1.4	1.1	300,457	83,000	66,000
Overtime	-	-	-	24,153	47,000	26,000
Totals, Programs	119.9	121.4	106.1	\$9,324,386	\$10,038,820	\$9,077,048
Totals Regular/Ongoing Positions Before Salary Savings	227.0	251.0	231.0	\$18,479,017	\$21,318,808	\$20,432,352
CalHFA Salary Savings	-	-	-	\$0	-\$1,767,169	-\$1,711,979
TOTALS, CalHFA AUTHORIZED POSITIONS	235.3	254.9	234.2	\$19,015,259	\$19,841,639	\$18,950,374
<i>Regular/Ongoing Positions (CalHFA)</i>	<i>227.0</i>	<i>251.0</i>	<i>231.0</i>	<i>18,479,017</i>	<i>19,551,639</i>	<i>18,720,374</i>
<i>Temporary Help (CalHFA)</i>	<i>8.3</i>	<i>3.9</i>	<i>3.2</i>	<i>498,619</i>	<i>223,000</i>	<i>184,000</i>
<i>Overtime (CalHFA)</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>37,623</i>	<i>67,000</i>	<i>46,000</i>

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CalHFA FY 2018-19 Out of State Travel Requests

Mission Critical Travel	Division	Date of event (If known)	Destination	# of Exempt Employees Attending	# Board Members Attending *	# of Non-Exempt Employees Attending (Excluded and Represented Employees)	Projected Cost (including airfare, rental car, meals, etc.)	Justification (i.e. Mission Critical; List benefits to the Dept.; Auditing; Litigation Related; Function required by statute, contract, or executive directive; NCSHA Sponsored Meetings; Meetings with Rating Agencies, GSE's; Lender Trainings)	Impact if Denied
2018 NCSHA Annual Conference (Oct. 14-17, 2018)	Agency Wide	October 2018	Austin, TX	6	1	5	\$ 30,000.00	Mission critical annual meeting with national HFAs regarding professional development in various housing related program areas including communications, finance, governance, legal, human relations, information technology, management, homeownership, rental and special needs housing. The training sessions offered are multi-disciplinary and sending only one representative to attend multiple sessions is not possible.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives with HFAs across the country.
2019 NCSHA HFA Institute (Jan. 7-12, 2019)	Agency Wide	January 2019	Washington, DC	2		6	\$ 24,000.00	Mission critical event designed to strengthen understanding of program fundamentals and explore advanced techniques for administering various housing programs and initiatives. The training sessions offered are multi-disciplinary and sending only one representative to attend multiple sessions is not possible.	Loss of opportunity to obtain in-depth instruction on essential HFA programs.
2019 NCSHA Legislative Conference (Mar. 5-7, 2019)	Agency Wide	March 2019	Washington, DC	8	2	1	\$ 27,500.00	To receive mission critical current updates on legislative and regulatory activities and priorities, industry perspectives, and the solutions to the latest issues and challenges, and to collaborate with experienced HFA practitioners, Congressional and Federal staff, and noted industry leaders through events and roundtable sessions. The training sessions offered are multi-disciplinary and sending only one representative to attend multiple sessions is not possible.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to strengthen understanding in common and shared affordable housing initiatives with HFAs and key Federal and Congressional leaders.
NCSHA Executive Development Seminar	Agency Wide	November 2018	South Bend, IN	1		2	\$ 3,000.00	Annual executive development program. Topics covered in the seminar include mission critical transformational strategies and identifying growth opportunities, change management, improved decision making, negotiation and conflict management, building high performance teams and situational leadership.	Failure to provide executive management with high level training regarding organizational transformation, change management and organizational performance.
NCSHA Housing Credit Connect (June 19-22, 2019)	Executive, Multifamily, Asset Management	June 2019	Chicago, IL	3		2	\$ 12,500.00	Mission critical annual meeting with national HFAs regarding low income housing tax credits, including legislative updates, industry expert meetings, IRS regulation changes, and policy discussions. The training sessions offered are multi-disciplinary and sending only one representative to attend multiple sessions is not possible.	Failure to obtain critical information on changes to Multifamily low income housing tax credits, including any legislative core related financing methods.
NCSHA Executive Directors Workshop	Executive	July 2018	TBD	1			\$ 3,000.00	Mission critical annual meeting with national HFA Executive Directors regarding low income housing tax credits, including legislative updates, industry expert meetings, IRS regulation changes, and policy discussions.	Failure to obtain critical information on changes to Multifamily low income housing tax credits, including any legislative core related financing methods.
NCSHA Special Board of Director's Meeting	Executive		Washington, D.C.	1			\$ 2,500.00	Provide mission critical guidance as a member of the Board of Directors to NCSHA member HFA's on ways to better serve low and moderate income neighborhoods and residents across the country.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives.

CalHFA FY 2018-19 Out of State Travel Requests

Mission Critical Travel	Division	Date of event (If known)	Destination	# of Exempt Employees Attending	# Board Members Attending *	# of Non-Exempt Employees Attending (Excluded and Represented Employees)	Projected Cost (including airfare, rental car, meals, etc.)	Justification (i.e. Mission Critical; List benefits to the Dept.; Auditing; Litigation Related; Function required by statute, contract, or executive directive; NCSHA Sponsored Meetings; Meetings with Rating Agencies, GSE's; Lender Trainings)	Impact if Denied
NCSHA Board Member Training	Board		TBD		2		\$ 5,000.00	Mission critical annual meeting with HFA Board Members across the Country regarding the responsibilities as Board Members, role of HFAs in the housing finance space and policy and legislative updates from industry experts. The training sessions offered are multi-disciplinary and sending only one representative to attend multiple sessions is not possible.	Participation in the training will ensure that the Board Members understand their role and responsibilities as Board Members and will help avoid potential issues during their service on the Board.
Fannie Mae Advisory Board	Executive	October 2018 and April 2019	Washington, DC	4		1	\$ 12,500.00	Mission critical engagement with secondary marketing purchaser of single family and multifamily loans. Ability to influence and provide input of issues critical to CalHFA's mission.	Loss of cost savings and efficiencies for not meeting lending partners in one location, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives.
BBVA Advisory Board (To be reimbursed)	Executive	October 2018 and April 2019	(Varies TBD)	2			\$ -	Provide mission critical guidance to BBVA's bank executives on ways to better serve low and moderate income neighborhoods and residents in California.	Loss of cost savings and efficiencies for not meeting lending partners in one location, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives.
ACI Mortgage Servicing Compliance	General Counsel	TBD	Washington DC, or other locations			2	\$ 5,000.00	Acquire/maintain mission critical knowledge regarding complicated, evolving and frequently changing federal rules concerning mortgage loan servicing compliance and best practices applicable to CalHFA in-house and outside SF loan servicing operations.	Failure to obtain important information and knowledge resulting in increased reliance on expensive outside counsel and risk of non-compliance by CalHFA staff and resulting litigation.
2019 Government Social Media Conference	Marketing	April 2019	TBD			2	\$ 5,000.00	The GSMCON is an annual social media conference targeted to city, county, and state government. Sessions include speakers from CA state agencies and others who are presenting on topics such as 'using social media during emergencies', 'handling negative social media', and 'legal aspects for government social media'. It's mission critical for our communications staff and public information liaisons to be trained on these topics so that we can communicate effectively to the public.	Lack of preparedness and understanding to communicate effectively during a crisis or to communicate to or on behalf of public officials. Lack of preparedness and understanding when handling negative social interactions that directly impact the Agency's reputation.
2018 Western HUD Lender's Conference	Multifamily	TBD	TBD	1		1	\$ 5,000.00	Mission critical consortium of HUD approved multifamily lenders to share with and provide updates on HFA multifamily insurance programs including updates from HUD national office, updates and revisions to appraisal evaluations and engineering, updates to asset management, legal and loan closing requirements.	Failure to hear from HUD HUB Directors, HUD national headquarters staff, and other HUD senior management to address challenges and issues that impact CalHFA and its lending initiatives.
Western States HFA Summit	Single Family, Financing	Jun-19	Utah	2		2	\$ 10,000.00	Annual mission critical meeting with Western States HFA's. This training event is designed to strengthen the understanding of regional issues in various housing related program areas which are common to our region. Work on regional issues / solutions by partnering with sister HFA in cost sharing ventures.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives with HFAs across the country.

CalHFA FY 2018-19 Out of State Travel Requests

Mission Critical Travel	Division	Date of event (If known)	Destination	# of Exempt Employees Attending	# Board Members Attending *	# of Non-Exempt Employees Attending (Excluded and Represented Employees)	Projected Cost (including airfare, rental car, meals, etc.)	Justification (i.e. Mission Critical; List benefits to the Dept.; Auditing; Litigation Related; Function required by statute, contract, or executive directive; NCSHA Sponsored Meetings; Meetings with Rating Agencies, GSE's; Lender Trainings)	Impact if Denied
West Coast HFA Meet Up	Executive, ERM & C, Multifamily	TBD	TBD	4			\$ 10,000.00	Annual mission critical meeting with Western States HFA's. This training event is designed to strengthen the understanding of regional issues in various housing related program areas which are common to our region. Work on regional issues / solutions by partnering with sister HFA in cost sharing ventures.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives with HFAs across the country.
Fannie Mae's HFA Institute	Financing, Single Family	May-15	Washington, DC	4		2	\$ 15,000.00	Required by federal partners. To obtain mission critical information on Fannie Mae's HFA Preferred Program (A NCSHA sponsored HFA Conference).	Not attending could jeopardize CalHFA's participation in Fannie Mae's HFA Preferred Program.
HUD TRACS Annual Meeting	Asset Management	TBD	Washington DC			1	\$ 2,500.00	Required by federal partners. Tenant Rental Assistance Certification System (TRACS) Mission critical meeting to learn of the latest changes and HUD regarding occupancy related issues, software updates, and new HUD initiatives.	Failure to obtain the most current and critical information regarding HUD matters.
HUD 811 Convening	Asset Management	TBD	Washington, DC			2	\$ 5,000.00	Mission critical and required by federal partners. HUD 811 program provides "convening" of states that have been awarded funds. California was the first state to have an executed Rental Assistance Contract with an owner. CalHFA has been asked to discuss the new HUD system that handles the PRA subsidy payments as well as to discuss our experience with the payment process so far.	Failure to obtain information on program changes as well as provide important feedback on the Agency's experience with the 811 program so far.
HUD Introduction Meeting	Asset Management	TBD	Washington, DC			2	\$ 5,000.00	As the new presidential administration takes shape, it is mission critical to introduce CalHFA and its business lines to HUD. The ongoing programs we have with HUD (Section 8 TCA, Section 811 PRA, FHA Risk-Share, etc.) are critical to the success of CalHFA's mission.	HUD may eliminate or alter programs without CalHFA's full input. Some of these changes may negatively alter CalHFA's role in affordable housing.
Rating Agency Visit	Finance, Executive	TBD	New York, NY	3			\$ 7,500.00	Mission critical required annual management review with Moody's.	Potential negative comments on Agency management. Failure to educate rating agencies regarding specific business risks that influence our ratings on debt issuance.
Federal Financing Bank HUD Risk-Share Program Meeting	Executive, Multifamily	TBD	Washington, DC	3			\$ 7,500.00	Mission critical meeting with HUD, US Treasury, and the Federal Financing Bank on the Agency's major primary housing program, the FFB Risk-Share loan program.	Failure to meet with CalHFA's partners in this unique HFA financing tool could result in lowered lending production at higher financing rates
MBA National Technology in Mortgage Banking Conf	I.T., Single Family	TBD	TBD			1	\$ 2,500.00	Mission critical training on all of the emerging technologies, the impact of new regulations, vendor solutions, and to connect with vendors and industry experts related to mortgage lending.	Loss of cost savings and efficiencies for not meeting needs of single family IT business needs, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives. Failure to obtain in depth instructions on essential system and regulatory changes in the industry.

CalHFA FY 2018-19 Out of State Travel Requests

Mission Critical Travel	Division	Date of event (If known)	Destination	# of Exempt Employees Attending	# Board Members Attending *	# of Non-Exempt Employees Attending (Excluded and Represented Employees)	Projected Cost (including airfare, rental car, meals, etc.)	Justification (i.e. Mission Critical; List benefits to the Dept.; Auditing; Litigation Related; Function required by statute, contract, or executive directive; NCSHA Sponsored Meetings; Meetings with Rating Agencies, GSE's; Lender Trainings)	Impact if Denied
Mortgage Bankers Association (MBA) Technology Conference	Single Family	TBD	Various States			2	\$ 5,000.00	Mission critical training on all of the emerging technologies, the impact of new regulations, vendor solutions, and to connect with vendors and industry experts related to mortgage lending.	Loss of cost savings and efficiencies for not meeting needs of single family IT business needs, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives. Failure to obtain in depth instructions on essential system and regulatory changes in the industry.
Mortgage Bankers Association Servicing Conference and Expo	Single Family	TBD	Various States			1	\$ 2,500.00	Mission critical annual meeting to strengthen the understanding of best practices and regulations in the loan servicing area. Discuss servicing issues/solutions with other servicers, Government Sponsored Enterprise (GSE) and vendors.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to collaborate and strengthen servicing practices.
Hardest Hit Fund Conference (OneTo be reimbursed by KYHC)	Executive, ERM & C	TBD	TBD	2			\$ -	Mission critical summit with US Treasury officials, representatives from other Hardest Hit Fund states, GSEs and large banks to discuss barriers and solutions related to the use of Hardest Hit Funds.	Failure to meet with Treasury officials face to face to negotiate changes to the program and to develop program parameters for use of program income generated by the Hardest Hit Funds.
Outside Servicer Audits	Single Family	TBD	TBD			3	\$ -	Mission critical annual audits of CalHFA outside servicers. As the investor CalHFA is responsible to ensuring compliance with State and Federal regulations. A site audit is required to review/observe servicing facility and staffing capacity. (Expenses are reimbursed)	Failure to review servicer's at location could produce operational risk or exposure to losses from inadequate or failed internal controls.
Subservicer Audits	Single Family	TBD	Lake Zurich, IL			3	\$ 7,500.00	A site audit of our servicing partner is mission critical because the investor, CalHFA is responsible for all risk associated with servicing. A site audit is conducted to ensure compliance with industry standards and servicing practices. Subservicer will not reimburse for travel.	Failure to review servicer at location could produce operational risk or exposure to losses from inadequate or failed internal controls.
Lender Trainings and Recertification	Single Family	TBD	Various States			3	\$ -	Out of state travel to conduct mission critical lender trainings and lender recertification's (Expenses are reimbursed).	N/A
GPUG Summit Conference	Admin, Fiscal Services, Information Technology	October 2018	Phoenix, AZ	1		4	\$ 12,500.00	Agency is utilizing MSGP2016 for the Agency's business. The recent implementation of several modules and plan to implement several additional modules makes this a mission critical summit, as it will provide CalHFA with the necessary tools to realize the full potential of the software solution. The training sessions offered are multi-disciplinary (IT, Fiscal, Budget, Admin, etc.) and sending only one representative to attend multiple training sessions is not possible.	Failure to obtain critical training may result in inefficient or incorrect implementation of GP modules, staff inefficiencies, and missed financial reporting deadlines.
Oversight of Subservicing Conference	Single Family	TBD	Various States			1	\$ 2,500.00	Mission critical training for CalHFA staff to provide a better understanding of the laws, regulations and requirements for subservicing oversight.	Failure to attend this critical training will result in the inability to identify and understand the roles and responsibilities of servicing regulatory requirements.

CalHFA FY 2018-19 Out of State Travel Requests

Mission Critical Travel	Division	Date of event (If known)	Destination	# of Exempt Employees Attending	# Board Members Attending *	# of Non-Exempt Employees Attending (Excluded and Represented Employees)	Projected Cost (including airfare, rental car, meals, etc.)	Justification (i.e. Mission Critical; List benefits to the Dept.; Auditing; Litigation Related; Function required by statute, contract, or executive directive; NCSHA Sponsored Meetings; Meetings with Rating Agencies, GSE's; Lender Trainings)	Impact if Denied
CFPB Compliance Training	ERM & C	TBD	Washington, DC			1	\$ 2,500.00	Mission critical training and update to remain in compliance with federal Consumer Financial Protection Bureau lending and data use requirements.	Loss of opportunity to obtain in-depth instruction on federally mandated consumer protections and lending standards.
Freddie Mac	Multifamily	TBD	Washington, DC	1			\$ 2,500.00	Mission critical meeting with Freddie Mac to discuss new partnerships and capital raising opportunities for Multifamily Programs.	Loss of opportunity to obtain in-depth instruction on essential HFA programs.
Totals				49	5	50	\$ 235,000.00		

*Agency will reimburse out of state travel expenses for Board Members eligible for per diem pursuant to Health & Safety Code Section 50909

CalHFA Contracts for FY 2018/19

DIVISION CONTRACTS	Consulting and Professional Services Proposed 2018/19	Remarks
<u>REGULAR ONGOING CONTRACTS</u>		
AGENCY WIDE		
Cornerstone	600	Security Monitoring
	600	
EXECUTIVE		
Management Consulting Services	200,000	Potential expansion of organizational assessment
Economic Impact Study Report	50,000	Economic Impact Study Report
Business Consumer Services & Housing	138,000	Interagency Agreement
Towers Watson Delaware, Inc.	0	Executive Evaluation/Compensation
Executive Total:	388,000	
BOARD MEMEBERS		
3Play Media	5,000	Closed captioning and interactive transcript services for CalHFA Board meetings
Board Members Total:	5,000	
ERM & C		
CoreLogic Solutions LLC	100,000	Analytical tools to obtain property values, appraisal analytics and fraud analytics
LexisNexis Risk Solutions FL, Inc.	35,000	Risk evaluation services
ERM & C Total:	135,000	
ADMINISTRATION		
State Controller's Office	2,000	Leave Accounting
HR Legal Services	200,000	Attorney services for workplace investigations, mediation, and expert witness work as necessary
HR Consulting	50,000	HR Consultation Services
Administration Total:	252,000	
INFORMATION TECHNOLOGY		
QBIX	40,000	General Ledger Report Upgrades
Public Consulting Group	300,000	Programming Support
Providence Technology Group	15,000	Sharepoint Technical Support
Macroview, Inc.	1,000	Technical Support
Bi-Annual Risk Assessment	30,000	Risk Assessment of IT System
Eplus Technology	15,000	RSA/PAM Intergration technical expertise
AB670 Assessment	50,000	Independent Security Assessment
OIS Audit	60,000	Information Security Program Audit
Enterprise Networking Solutions	10,000	Server Upgrades
Altura Communication Services (VoIP)	23,000	Telephone Support and Maintenance
Enterasys (EYEP)	15,000	Ongoing Switch Maintenance
	559,000	
FINANCING		
DBC Software (SS & C Technologies)	55,000	Cash Flow Projection Software (2 Licenses)
E-Housing Plus	0	Housing & Development Services for MCC's
Financing Total:	55,000	

CalHFA Contracts for FY 2018/19

		Consulting and Professional Services Proposed 2018/19	Remarks
DIVISION CONTRACTS			
FISCAL SERVICES			
Audits			
CliftonLarsonAllen	230,600	Housing Finance Fund Financial Audit	
Other			
McCracken Financial Solutions Corp.	200,000	Multifamily Loan Servicing ASP - Ongoing	
Ominicap	30,000	Tax Compliance Calculations	
Fiscal Services Total:	460,600		
GENERAL COUNSEL			
Litigation related			
Bankruptcy/Consultation Services	5,000	Bankruptcy	
Cal Attorney General	75,000	Homeowner loan and routine litigation	
Orrick	25,000	Litigation	
Law Offices of James J. Falcone	8,000	Litigation	
Non-litigation related/Other			
Greenberg Trauig	100,000	HUD OIG	
MFP Counsel	50,000	Advice	
Orrick	25,000	Hourly bond & finance advice	
Other			
Hawkins Delafield & Wood LLP	20,000	Bond counsel	
Legal Total:	308,000		
MARKETING			
Marketing/Digital Marketing/PR	350,000	Agency Promotion and Printing	
Fuze Digital Solutions, LLC	6,000	Web Enhancements	
Lazzarone Photography	10,000	Photographer for Annual Report	
Design Forge	15,000	Consultant for Annual Report	
Critical Mention	6,000	Media monitoring tool and housing data collection	
Website Revisions and Focus Groups	100,000	Consultant to assist with design, navigation, content and functionality updates to Agency website	
California Strategies	36,000	Consultant will develop a Strategy Document that educates state and federal policy makers about CalHFA programs and the success of agency's efforts to fulfill its mission	
Marketing Total:	523,000		
SINGLE FAMILY LENDING			
Brooks Systems	2,000	Used to determine APR, as necessary	
McBride Edwards LLP	10,000	Servicing Auditor	
All Regs	5,000	Quarterly enhancements to the CalHFA Servicer Guide	
MERSCORP, Inc.	10,000	Electronic Registry Service	
Single Family Lending Total:	27,000		
MULTIFAMILY			
Multifamily Underwriting Services	50,000	MF Underwriting Services	
Experian Information Solutions, Inc.	5,000	Credit reports on business partners obtaining financing from CalHFA	
Multifamily Total:	55,000		

May 10, 2018

CalHFA Contracts for FY 2018/19

	Consulting and Professional Services Proposed 2018/19	Remarks
DIVISION CONTRACTS		
ASSET MANAGEMENT		
Housing Development Software	115,000	Maintenance fee for software/Host set-up and license fees
MOR/Property Inspection Services	125,000	Property Inspection Services
Asset Management Total:	240,000	
TOTAL CALHFA ONGOING CONTRACTS	3,008,200	(\$3,008K on Combined Consulting and Professional Services Line)